

SERMC Safety SOP 39

From: SERMC Safety (C106)

Subj: OPERATION AND MANAGEMENT OF THE SERMC HAZARDOUS MATERIAL
ISSUE POINT (HMIP)

Ref: (a) OPNAV INSTRUCTION M-5100.23(series), Navy Safety and
Occupational Health Program Manual, SECTION B Chapter
7

(b) OPNAV INSTRUCTION M-5090.1(series), Environmental
Readiness Program, SECTION III Chapter 23

(c) NAVSUPGLSINST 5090.1(series), Hazardous
Material Standard Operating Procedures

(d) NAVSUPFLCJ MAYPORT DET SOP 5090.1, Mayport Regional
Consolidated Hazardous Material Control (CHRIMP)
Center Standard Operating Procedures

(e) 29 CFR 1910.1200, Hazard Communication (HAZCOM)

Encl: (1) Globally Harmonized System (GHS) Compliant Label
(Example)
(2) Hazardous Chemical Warning Label (DD Form 2522)
(3) Hazardous Material Checkout Log

1. Purpose. Delineate the requirements for management of the
Hazardous Material Issue Point (HMIP) in accordance with
references (a) through (e).

2. Cancellation. Reserved for future reference.

3. Applicability. This SOP applies to all SERMC personnel.

4. Responsibilities

a. HMC&M Program Manager will:

(1) Provide information to the Hazardous Material
Minimization (HAZMIN) Center for the development and management
of the SERMC Authorized Use List (AUL) in accordance with
reference (a).

(2) Ensure HM proposed for addition to the AUL is
reviewed by the appropriate Occupational, Safety and Health
professionals and Industrial Hygienist (IH).

(3) Maintain the "on hand" HM inventory and track HM shelf life to ensure only current HM remains in stock. Remove and dispose of HM that cannot be extended.

(4) Compile and review Daily HM usage to develop stocking levels and identify unused HM for transfer to HAZMIN Center or disposal through Part B facility.

(5) Maintain Safety Data Sheets (SDS) for the "on hand" HM inventory. Review SDS binders annually to ensure completeness and accuracy.

(6) Conduct routine surveys to verify that HM stored in HMIP is properly labeled, stored, and inventoried in accordance with reference (c). Correct any deficiencies identified during surveys.

(7) Submit Bar Code requests to HAZMIN Center for newly purchased HM and affix Bar Codes to HM in HMIP.

(8) Act as liaison with Naval Station Mayport Environmental and HAZMIN Center regarding issues pertaining to HM.

b. Supervisors will:

(1) Ensure assigned personnel have received SERMC Annual Environmental Awareness training provided via Enterprise Safety Applications Management Systems (ESAMS) course number 4978.

(2) Ensure assigned personnel have received one time Basic HAZCOM training provided via ESAMS course number 1169.

(3) Ensure personnel are provided information and training on the HM used in their work area at the time of their initial assignment in accordance with reference (e).

(4) Ensure personnel only use authorized HM (Bar Coded) and that unauthorized HM (not Bar Coded) is immediately turned into HMIP for proper management.

c. SERMC Personnel will:

(1) Ensure HM checked out for use is returned to HMIP upon completion of work or at the end of each workday, whichever is first.

(2) Ensure the outside of HM containers are kept clean and labels are legible in accordance with reference (c).

(3) Ensure enclosure (1) or (2) is present on all secondary HM containers.

(4) Comply with the procedures for checking out, and returning HM in accordance with section 6 of this SOP.

(5) Ensure that "Empty" containers turned into HMIP have had all contents used and/or removed prior to turn-in to HMIP.

(6) Complete applicable HAZCOM general and On the Job Training (OJT) by Supervisor as required.

d. Production Duty Officer (PDO) will:

(1) Maintain key to HMIP to allow access during non-duty hours.

(2) Ensure HM checked out is signed out on enclosure (3).

5. Definitions.

a. AUL. Authorize Use List. A listing of all HM approved for use at SERMC to support the requirements necessary to accomplish assigned tasks.

b. HM. Hazardous Material. Any material that, because of its quantity, concentration, or physical or chemical characteristics, may pose a real hazard to human health or the environment. For the purposes of this SOP, any product that has an SDS will be considered HM.

c. JML. Job Material List. Part of the Work Package that list material including Hazardous Material.

d. MRC. Maintenance Requirement Card. Contains listing of material and Hazardous Material to perform the maintenance.

6. Procedures.

a. Hours of Operation of the HMIP:

(1) Monday through Friday from 0830 to 1430.

(2) If HM is required outside of the hours of operation, personnel, will call the HMC&M Program Manager. The phone number is posted on the HMIP door.

(3) If HM is required during weekends or non-working hours, the PDO will obtain the keys to the HMIP. Each locker has an inventory list so that HM can be located.

b. Checking out HM:

(1) Personnel requesting HM will bring the applicable JML or MRC to HMIP to ensure the accurate HM is being checked out.

(2) Personnel requesting HM and the HMIP attendant will ensure enclosure (3) is filled out with applicable information.

(3) Personnel requesting HM and the HMIP attendant will ensure label on HM containers are legible. Containers with illegible labels must be turned in as unusable. All secondary containers used will be labeled with enclosure (1) or (2).

(4) Personnel requesting HM will review the SDS.

c. Checking in HM:

(1) When returning HM, personnel will ensure the outside of HM containers are wiped clean, and there is no HM residue on the outside.

(2) HMIP attendant will verify labels are legible and the outside of containers are free of residue.

(3) HMIP attendant will pull HM from inventory if HM labels are illegible or HM residue remains on the outside of the container and take action to correct the deficiency.

(4) HMIP attendant will ensure that enclosure (3) has been completed annotating that the HM has been returned including date and time returned.

(5) Empty containers will be wiped clean and turned into the HMIP for proper disposal and accounting.

(6) Personnel will bring to the HMC&M manager's attention any HM discrepancies including: missing/lost caps, illegible labels, or HM that has dried or deteriorated.

(7) HM on hand waiting for addition to SERMC AUL will not be issued. Environmental, Safety and Health Department Head and Production Department Head must concur if usage is necessary prior to completion of AUL add process.

d. Exceptions.

(1) The 2M Repair Shop (C953) manages HM in their shop in accordance with NAVSEA TE000-AA-MAN-010/2M WP 0030 2M MTR Site Certification. Inventories and HM inspections still apply and are the responsibility of the HMC&M program manager.

(2) Corrosion Control (C912) manages HM at their paint booth to include paint containers that are in use. It is reviewed periodically by the HMC&M program manager for expired paint and container condition.

/s/
Aaron E. Moore, C106

Isopropanol (2-Propanol)0

CAS RN: 67-63-0



Danger

H225 - Highly flammable liquid and vapor.

H319 - Causes serious eye irritation.

H336 - May cause drowsiness or dizziness.

P210 - Keep away from heat/sparks/open flames/hot surfaces. - No smoking.

P233 - Keep container tightly closed.

P235 - Keep cool.

P240 - Ground and bond container and receiving equipment.

P242 - Use non-sparking tools.

P243 - Take action to prevent static discharges.

P261 - Avoid breathing dust/fume/gas/mist/vapors/spray.

P264 - Wash ... thoroughly after handling.

P271 - Use only outdoors or in a well-ventilated area.

P280 - Wear protective gloves/protective clothing/eye protection/face protection.

P303 + P361 + P353 - IF ON SKIN (or hair): Take off immediately all contaminated clothing Rinse skin with water [or shower].

P304 + P340 - IF INHALED: Remove person to fresh air and keep comfortable for breathing.

P305 + P351 + P338 - IF IN EYES: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing.

P312 - Call a POISON CENTER/doctor/... if you feel unwell.

P337 + P313 - If eye irritation persists: Get medical advice/attention.

P403 + P233 - Store in a well-ventilated place. Keep container tightly closed.

P405 - Store locked up.

Lot Info:

NSN: 6810-00-286-5435
SDS: FBMPF

NEXEO SOLUTIONS
3 WATERWAY SQUARE PLACE SUITE 1000
THE WOODLANDS, TX 77380
1-855-639-3648

Enclosure (1)

22 March 2021

HAZARDOUS CHEMICAL WARNING LABEL

HAZARDOUS CHEMICAL WARNING LABEL							
1. CHEMICAL/COMMON NAME							
2. HAZARD CODE			3. NSN/LSN				
4. PART NUMBER							
5. ITEM NAME							
6. HAZARDS (X all that apply)	(1) ACUTE (Immediate)				(2) CHRONIC (Delayed)		
	NONE	SLIGHT	MODERATE	SEVERE			
	a. HEALTH						
	b. CONTACT						
	c. FIRE						
d. REACTIVITY							
7. SPECIFIC HAZARDS AND PRECAUTIONS (Including target organ effects) (See MSDS for further information.)							
8. PROTECT (X all that apply)							
		EYES		SKIN		RESPIRATORY	
9. CONTACT							
a. COMPANY NAME							
b. ADDRESS (Street, P.O. Box, City, State, ZIP Code, Country)							
c. EMERGENCY TELEPHONE NUMBER (Include Area Code)							
10. PROCUREMENT YEAR FOR HAZARDOUS CHEMICAL							

DD FORM 2522, OCT 2000

Reset

PREVIOUS EDITION
MAY BE USED.
Adobe Professional 7.0

Enclosure (2)

HAZARDOUS MATERIAL CHECK OUT LOG

NAME/RATE	SHOP/CODE	DATE OUT	DATE IN	NAME OF HAZARDOUS MATERIAL	I HAVE READ AND UNDERSTAND THE HAZARDS AND CONTROLS FOR THE HM DESCRIBED IN THE SDS (INITIAL)	UNIQUE IDENTIFIER (SERMC SDS#)	CONTAINER NUMBER

BY ANNOTATING THIS FORM YOU ACKNOWLEDGE THAT; YOU HAVE OBTAINED HAZARDOUS MATERIAL (HM) FROM THE HAZARDOUS MATERIAL ISSUE POINT (HMIP). YOU HAVE READ AND UNDERSTAND THE CONTENTS IN THE SDS. YOU WILL RETURN HM CHECKED OUT AT THE END OF THE DAY/SHIFT. YOU WILL NOTIFY THE HMIP WHEN HM IS FULLY EXPENDED AND YOU WILL NOT TRANSFER HM INTO AN UNLABELED CONTAINER THAT IS NOT PROVIDED BY THE HMIP.
Form Revised: 2/6/2020

Enclosure (3)

Enclosure (3)